

FAUQUIER COUNTY AIRPORT COMMITTEE

MEETING SUMMARY

REGULAR MEETING

Monday, February 9, 2004– 5:30 p.m.

Warrenton-Fauquier Airport Conference Room

At 5:30 p.m. a quorum was not present; however, additional member attendance was anticipated. The Chairman of the Airport Committee decided to review agenda items not requiring committee action. The following items were discussed:

Mike Anderson, Airport Manager, presented the proposed Security Plan, a copy of which is attached, for the Warrenton-Fauquier Airport. Mr. Anderson stated that the Virginia Department of Aviation may possibly fund 90% of the security improvements. Mr. Anderson recently spoke with Mr. Burnette of the Virginia Department of Aviation and was informed that we should be receiving response from State soon regarding the final approval of the plan prior to seeking funding for individual elements. Key points of the Security Plan were discussed. Those items included:

- Construction of a gate at the entrance for after hours security, including Pin # access system. The installation of the system has been estimated at \$50,000 to \$60,000, with 90% of the costs reimbursable. Billy Jenkins presented a drawing of proposed gate system. The diagram is attached.
- Separation of flight and land sides of the Airport is included in the 2nd phase of the Security Plan implementation.

Sheriff Charlie Ray Fox indicated his intention to work closely with the Airport security issues.

Sgt. Murphy of the State Police stressed to the Committee that, when completing the Security Plan, worse case scenarios should be reviewed. Sgt. Murphy indicated that it is best to have a plan for these unlikely situations, so that advance preparations are made in the event of a “code orange” or higher terror alert. A plan with higher tiers of security steps should provide flexibility in responding to more imminent threats.

Many questions arose regarding the proposed Security Plan. It was the consensus of those in attendance that it is important that the Operations Sub-committee meet to review the Security Plan in detail and discusses implementation stages. Key points the subcommittee should focus on, but not be limited to, are how to accommodate:

- Transient traffic – before and after hours access
- Fuel farm access
- Signage provisions
- Grounds maintenance equipment necessary for security
- Operating costs associated with security improvements

Chad Carper, Campbell and Paris Engineers, presented a brief update to members and visitors of the status of Airport Runway, Taxiway, and Apron improvements. Mr. Carper provided a diagram of the existing Airport facilities and proposed facility improvements, along with a Project Costs Summary, a copy of which is attached. Mr. Carper indicated that they were pleased with the work of General Excavation Incorporated with their performance during Phase I Airport Improvements. Phase I, at the present time, is under budget.

Tony Hooper, Assistant County Administrator, reviewed the Sewer project. Due to the inclement weather this winter, the project has been delayed. As soon as the ground dries, the installation will proceed. Mr. Hooper noted that the Fauquier County Water and Sanitation Authority will operate the Airport Sewer Treatment Facility upon construction completion.

Tony Hooper also indicated that the Airport needs to complete the update of its Master Plan so that the Plan could be incorporated into a Special Exception permit to allow additional businesses to locate on Airport Property. Currently, the Airport does not have an overall Special Exception permit. This process could take three to five months for completion.

Supervisor Chester Stribling thanked all those involved in getting the Airport sewer project started.

At approximately 6:30 p.m. additional members of the Airport Committee arrived and a quorum was now present. Mr. Van Luven thanked those visitors who were present and for their comments and suggestions as the Airport moves into the process of completing the Security Plan and begins implementation. A brief break was held prior to calling the meeting to official order to allow those visitors the opportunity to leave.

1. Call to Order:

The Chairman called the meeting of the Fauquier County Airport Committee to order at 6:30 p.m. on 9 February 2004 in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

Committee (Voting) Members:

James W. Van Luven
Charles M. Medvitz
Bob Newman

Lee District Representative, Chairman
Scott District Representative
Airport Tenant/Owner

Willis P. Risdon
Dennis Hunsberger
Raymond E. Graham

Citizen at Large
Citizen at Large
Fauquier County Board of Supervisors
Cedar Run District

County Staff:

Tony Hooper	Assistant County Administrator
Billy Jenkins	Operations and Support Services
Michael Anderson	Acting Airport Manager
Chrissy Kirby	Executive Assistant, County Administration

Staff:

Chad Carper	Campbell and Paris Engineers
Ron Gatewood	Midland Development Corporation

Absent:

Sparky Lewis	Town of Warrenton
Rick Gerhardt	Cedar Run District Representative
Kenneth W. Hyde	Center District Representative

Visitors:

Charlie Ray Fox, Sheriff
Sgt. James E. Murphy, State Police
Perry Benshoof, Staff Police
Chester Stribling, Lee District Supervisor
Rich Dykes, Owner/Operator
Kathleen Dillan, Owner/Operator
Bob Fentan, Owner/Operator
David B. Fields, Owner/Operator
Ross Dillman, Owner/Operator

2. Adoption of the Agenda:

Mr. Jim Van Luven requested that Chairman's time be added to the presented agenda. Chuck Medvitz moved and Dennis Hunsberger seconded a motion to adopt the agenda as amended. The motion was carried unanimously.

3. Citizens' Time:

No one spoke during citizen's time.

4. Adoption of the Minutes:

Willis Risdon moved and Dennis Hunsberger seconded a motion to adopt the December 8, 2003 meeting minutes. The motion was carried unanimously, with Ray Graham abstaining from the vote as he was not present at the December 8, 2003 meeting.

5. Chairman's Time:

Chairman Van Luven presented Certificates of Appreciation to Committee members present. Mr. Van Luven expressed his appreciation for all contributions of members.

6. Update – Airport Manager:

There were no additional updates from Mike Anderson.

7. Update – Tony Hooper:

Tony Hooper presented the Code of Ethics; a copy is attached hereto, which was recently adopted by the Board of Supervisors. The Board of Supervisors has requested that all members of Board-appointed committees sign and adhere to the Code of Ethics. Chuck Medvitz asked that a portion of the Code of Ethics be discussed regarding the acceptance of gifts. Mr. Medvitz wanted to be sure that the issues such as the “golf tournament”, which takes place during the Annual Aviation Conference be understood within the context of the policy.

In addition, Mr. Hooper presented to the Committee the possibility of leasing property to SAIC. Mr. Hooper indicated that this could be a County investment in a building, which could possibly, in the future, be used as a maintenance facility at the Airport. Mr. Hooper indicated that this would be a three to five year lease with SAIC. Mr. Medvitz indicated that when the lease or building options were presented to the Committee for official vote, he would abstain as he is currently employed with SAIC.

8. Roundtable:

Supervisor Ray Graham requested follow-up on the proposed letter to Frank Wolf regarding the Airport ILS system. Mr. Hooper indicated that the letter would be drafted after the scheduled meeting with the Federal Aviation Administration. Ron Gatewood provided information he had received from the State that funding for the ILS was being considered for FY 05 and 06.

Supervisor Graham requested that discussion of the Airport's name be placed on the next Committee agenda.

Chuck Medvitz requested that review of the FBO agreement be placed on the next Committee agenda.

Jim Van Luven expressed his thanks to Ron Gatewood for the December 2003 open house at the Airport. He indicated that both Mr. Risdon and he attended the open house and a great time was had by all. Mr. Van Luven indicated that discussions of the Grand Opening of the Airport also be placed on the next agenda.

Upon agreement of the Airport Committee, the next Airport Committee meeting would be February 23, 2004.

With no further business the meeting adjourned at 7:20 p.m.